

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Background Information on the Professional Women's Course

FROM: DO/EE0 2C 42		EXTENSION		NO. DDA 86-1412X
				DATE 31 July 1986
TO: (Officer designation, number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. ADDA Mr. William F. Donnelly DDA 27D 24 Hqs	5 AUG 1986			For your background, attached is information on the Professional Women's Course, the instructors, and a roster of students participating in the 11-15 Aug session.
3. DDA Reg (Ols. File)				Our speakers generally comment on leadership, effective management, role models for women, programs designed to develop managers, etc. We look forward to your comments on these or any other issues you wish to address.
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Thanks,

13 August, 9:00 - 9:00

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The Professional Women's Course

Course Description

Women in leadership roles often face obstacles to success as a result of the way they view and are viewed by their organization. The challenge for women is to understand and overcome organizational and personal barriers to achievement. This course will assist the participant to identify and examine barriers to effective leadership and to explore and develop techniques and strategies for increasing managerial effectiveness.

Course Objectives

This program is designed to assist participants to:

- o perceive and formulate organizational needs and goals more effectively and utilize them to achieve career enhancement
- o develop a realistic understanding of organizational structures and the power and strategic resources essential to effective management;
- o explore and expand productive means of communication with superiors, peers, and subordinates;
- o develop increased awareness of the role of personal risk taking for themselves as well as others in the organization;
- o assess personal and professional needs for networks, support systems, and vertical connections.

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